

## FACILITIES ARE NEITHER HELD NOR CONFIRMED WITHOUT PAYMENT.

Please fax 817-685-1478 or email <u>ofaiva-Siale@eulesstx.gov</u> the required information below. Once your rental contract is received, your account will be set up and your reservation will be processed. You will then be contacted for your Visa or Master Card payment and your receipt will be emailed or faxed to you. Please check the date/time and location on your receipt and confirm that you've received your receipt. Please take your receipt with you to the rental site.

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## \*\* NOTICE\*\*

Please include the requested information together on one email or fax. Incomplete information will not be accepted.

\*\*NOTICE\*\*

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### **Euless Resident**

- 1. Copy of US government issued photo ID.
- 2. Sign, date and complete all required information on the City of Euless rental policy (attached).
- 3. Copy of a recent bill with your Euless address on it. If the address on your photo ID does not match the address on your recent bill, please include two (2) recent bills with the same address.

## **Euless Businesses**

- 1. Sign, date and complete all required information on the City of Euless rental policy (attached).
- 2. Copy of a recent bill or official mail with your Euless business address on it.
- 3. Include copy of US government issued photo ID of the contact.

## **Non-Euless Resident**

- 1. Copy of US government issued photo ID.
- 2. Sign, date and complete all required information on the City of Euless rental policy (attached).
- 3. Copy of a recent bill or official mail with your address on it.

## **Non-Euless Business**

- 1. Sign, date and complete all required information on the City of Euless rental policy (attached).
- 2. Copy of recent bill or official mail with company address on it.
- 3. Include copy of US government issued photo ID of the contact.



## City of Euless Parks & community Services Department Aquatic Rental Policy

Facilities are provided for general usage. The City reserves the right to designate hours that the Facilities are available for use and to remove any person or group failing to comply with the Rules. In order to facilitate the smooth operation and transition of rentals, please adhere to the following policies. Please be aware that rentals may precede or follow your rental.

## **CONDITIONS FOR USE**

- 1. Renters may use facilities only for the purpose of private functions (birthdays, receptions, etc.) unless otherwise approved by the City of Euless Community Services Department ("Department"). Renters must be at least 21 years of age.
- 2. Renters shall designate and monitor admittance to the facility during his/her rental. Renters shall assume full responsibility and liability for all persons admitted to any portion of the facility during his/her rental. Renters shall assume full responsibility and liability for any damage(s) to any part of the facility incurred during and/or resulting from his/her rental.
- 3. Acts of gambling, tobacco (e-cigarettes) or alcohol consumption or consumption of controlled substance(s) are prohibited on all City of Euless properties. Renters are responsible for ensuring guests abide by all rules indicated in this policy.
- 4. Indoor rental guests have access to the party room and Natatorium only. Guests are prohibited from using or entering other parts of the Euless Family Life Center including the Senior Center and Recreation Center without appropriate membership. Loss of part or all deposit fees may be incurred should guests disregard this particular policy.
- 5. The renter may not leave the rented facility during the contracted rental time. Children and guests must remain with renter group at all times. One adult chaperone must be provided for children under ten years old.
- 6. No activity shall be engaged in at the Facility or performed in conjunction with Renter's use that is a violation of an existing State, Federal Law or municipal ordinance or use the same in such a manner as to constitute a nuisance.
- 7. Renters must show proof of payment (receipt) in order to clear facilities of previous or uninvited guests.
- 8. Glass, sharp objects, electrical appliances or equipment and open flame are not allowed onsite at anytime. No exceptions. The City reserves the right to approve all items brought onto the rental property.
- 9. **No additional setup or take down time is allowed.** Renter group will have access to the Facility only during the times stated in the contract. Rental time includes set up, take down and clean up of the rental Facility. No exceptions.

#### RESERVATION POLICIES

- 1. Use of the City of Euless facility's name in advertising/publications without the approval of the Department is prohibited.
- 2. No facility can be rented on consecutive days or weekends without the consent of the Department. Only one rental allowed per household at one time.
- 3. Renters will not charge admission, sell tickets or items, or solicit donations without the consent of the Department.
- 4. Natatorium reservations must be made no more than two-months prior or less than 14 days prior to the rental date. Full payment of rental fees are required to secure a rental. A tentative reservation may be held for 2 days providing there is an existing household account on file. If full payment is not received within 2 days of the hold date, the facility will be released for rental to the public without further notice. Outdoor aquatic reservations require a two day notice.
- 5. Changes to the total number of swimmers for Natatorium rentals must be submitted no less than 14 days prior the rental date.
- 6. All facilities are available for rental on a first paid first served basis.
- Euless residents may not rent facilities for non-Euless residents. A photo ID and two current bills showing current Euless address will be required to rent facilities.
- 8. Offering lifeguard money for any reason is prohibited.
- 9. Kids under 48 inches are not allowed on slides.

#### **DEPOSIT AND REFUNDS**

- 1. The City reserves the right to close all or any portion of the Facility, with or without notice or shift a rental to another facility if needed. Fees will be adjusted or refunded if such instance occurs. The City reserves the right to cancel any event in which untrue/inaccurate information was provided and/or omitted by the renter and/or if the event is determined to be detrimental to the operation of the Facility and/or contrary to the rules and regulations governing the use of the Facility.
- 2. Natatorium cancellations made more than 14 days / Outdoor aquatic cancellations made more than 7 days prior the rental date/ time will receive 100% of the rental fees and all deposit. Natatorium cancellation made less than 14 days but more than 7 days / Outdoor aquatic cancellation made less than 7 days but more than 48 hours prior the rental date/time will receive a 50% refund of the rental fees and 100% of the deposit. Natatorium cancellation made less than 7 days / Outdoor aquatic cancellation made less than 2 days will not receive a refund of the rental fee and 100% of the deposit fee.
- 3. Requests for a refund due to weather must be made no less than 48 hours after the rental date/time by calling 817-685-1649. Depending upon the method of payment, refunds may be mailed or credited back to the renter's household account on file.



Date of Rental: \_

# Parks & Community Services Department Aquatics Party Reservation Application

Name:

4	Address:	City:	Zip:		
	Cell Phone:	Email:			
	Number of Guests:Type of Function:If for birthday? Name and age:				
	Must Provide 2nd Contact Name:		2nd Ph #:		
	List all items you will bring to site:				
	To Rent EFLAP (Outdoor Water Park)   Pavilion   or Cabanas (circle all that applies)				
N	londay—Saturday Rentals Only	For Sunday Rentals Only	Circle One of the Following Facilities:		
11::	15-1:15 PM 1:30-3:30 PM	12:15 – 2:15 PM 2:30 – 4:30 PM	Small Cabana (include one picnic table and admission for 12 people)		
3:45	5 – 5:45 PM 6:00-8:00 PM	4:45 – 6:45 PM	Large Cabana (include two picnic tables and admission for 24 people)		
How many additional tickets will you pre-purchase:			Pavilion (include seating for 50 and admission for 25)		
NOTE: Additional guest tickets must be purchased at least 24 hours in advance. Group Reservation Rate: Monday thru Friday—\$2 each   Saturday, Sunday and Holidays—\$3 each. Rental of one of the above facilities is required to receive the group reservation rate. Any tickets purchased at the pool gate will be at the regular rate.					
•••••	To rent EFLAP (Euless Family Life Aquatic Park—Outdoor) for private after hours party circle one. Includes 19 lifeguards, pool attendants and up to 650 people:				
	Friday 8:30—10:30 PM   Saturday 8:30—10:30 PM   Sunday 7:30—9:30 p.m.				
To Rent the Natatorium (circle or note all that applies)					
Private Rental Only- Max 40 swimmers Saturday / Sunday 3:30-5:30 PM Semi-Private Rental During Open Swim for Under 12 Swimmers On Monday thru Friday 11:40—5pm   Saturday 10:30am—3:30pm				] 	
Sunday Noon—3:30 pr				]	
	*Requires 2 week notice*	Note date/time of preference *2 hour rental*	erence:	i	
Saturday / Sunday Fo Rent Wilshire Pool (circle all that applies) 10:30A-12:30PM or 6:30-8:30PM					
I have read the City of Euless rules and regulations and agree to abide by them.					
	Applicant Signature:		·		
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